Permit #F00020414-A

FilmL.A., Inc.
1201 W. 5th Street, Suite T-800
Los Angeles, CA 90017
t: (213)977-8600 - f: (213)977-8601
www.filmla.com

Summary Information

Permit No: F00020414-A **Type of Permit:** FILMING **Release Date:** 10/01/2009

Production Company	NBC UNIVERSAL & THEIR SUBSIDIARIES
Insured Company Name	NBC UNIVERSAL & THEIR SUBSIDIARIES
Contact Phone No. 1	000-000-0000
Contact Phone No. 2	
Fax	
Address	330 BOB HOPE DR BURBANK, California 91523
Production Title	THE OFFICE
Type of Production	TV Sitcom

Producer	Randy Corday
Director	Charles McDougall
1st AD	Kelly Cantley
Production Manager	Steve Burgess
FilmL.A. Coordinator	Yulizza Ramirez
Location Manager	Kyle Alexander
Primary Phone	Office - 818-786-6666
Secondary Phone	Office - 818-786-8278
Location Assistant	na na
Primary Phone	Office - 000-000-0000
Secondary Phone	

Fees

FILMLA FILM PERMIT RIDER FEE	$100.00	**Total Permit Fee**	$550.00
LA CITY DEPT OF REC AND PARKS BASECAMP ONLY USE FEE	$450.00	**Number of Locations**	1

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Summary Information — Location

Permit Number	F00020414-A	**Location Manager**	Kyle Alexander
Production Company	NBC UNIVERSAL & THEIR SUBSIDIA...	Primary Phone	Office - 818-786-6666
Insured Company	NBC UNIVERSAL & THEIR SUBSIDIA...	Secondary Phone	Office - 818-786-8278
Production Title	THE OFFICE		

Location Address VENTURA BL, ROSCOE BL, LANKERSHIM BL, BALBOA BL (INCLUSIVE, EXCLUDING FREEWAYS) , LOS ANGELES, CA, 91423

Location Names

Location Type Driving grid

Location Description

Film Dates 9/28/2009 - 10/16/2009 06:00 - 22:00

Open or Closed to the Public Closed

Generic Conditions
All vehicles must be parked on private property
Must comply with attached conditions
Must comply with attached Rec & Park Conditions
Must Maintain 5' Clearance on Sidewalks/Walkways
No Cast and Crew parking on areas streets.
No stopping and setting up in residential areas before 7am or after 10pm without prior approval
No stopping or setting up in front of merchants or residents without prior approval
Number of uniformed officers listed on the permit is a minimum requirement. Permittee remains responsible for deploying a sufficient number of uniformed officers to provide traffic and crowd control to ensure the safety of the film crew and the public.
Uniformed officers shall have a copy of the film permit in their possession and are required to confirm that all traffic control signage devices are in place.

Please see attached document Hjelte Dirt Lot.pdf

Equipment on Location

Type	Quantity
5 or 10 ton trucks	5
Camera cars	1
Cast/Crew vehicles	100
Cube Trucks	4
Generator	1
Honey Wagons	3
Motor Homes	2
Process Trailer	1
Semi Trucks	5
Stakebed Trucks	2
Vans	4

Personnel on Location

Type	Quantity
Cast	10
Crew	80
Extras	10
Off-Duty/Retired LAPD Officer(s)	4

Filming Activities Intermittent traffic control - 2 minute standard (except 0700-0900 hrs & 1500-1900 hrs); Running & tow shots.;

Jurisdiction **Political:** Los Angeles City - Council District 02 **Police:** Los Angeles Police Department **Fire:** Los Angeles City

Location Notes

Coordinator Note RIDER A ADDS BASECAMP AT HJELTLE SPORTS COMPLEX ONLY ON 10/2/09 FROM 0700-1700 HRS.

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Parking

Base Camp
Location Type : LA City Park
Street : ONLY ON 10/2 from 0700-1700 hrs.

Crew Parking
Location Type : Private Parking Lot
Street :

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PARK FILM OFFICE
City of Los Angeles, Department of Recreation and Parks
4730 Crystal Springs Drive, (Mail Stop 664)
Los Angeles, California 90027
Telephone: (323) 644-6220 Fax: (213) 847-6056

Film Production Guidelines

Failure to comply with these conditions will be in violation of your film permit and may result in revocation of permit.

- **NO VEHICLES OR HEAVY EQUIPMENT ON TURF ALLOWED.**
- **MUST PROVIDE OWN RESTROOM AND TRASH FACILITY.**
- **MUST REMOVE ALL SELF GENERATED TRASH AND DISPOSE OF OFF-SITE. NO EXCEPTIONS.**
- **USE OF CITY DUMPSTERS OR TRASHCANS IS PROHIBITED.**
- **MUST WORK AROUND PARK AND MAINTENANCE ACTIVITIES.**
- **COMPANY DOES NOT HAVE EXCLUSIVE USE OF THE PARK AT ANY TIME. NO EXCEPTIONS**
- **MAY NOT BLOCK SERVICE ROADS, DRIVEWAY'S, OR PARKING LOT ACCESS. NO EXCEPTIONS**
- **NO STAKING OR DRILLING INTO TURF, ROCKS, TREES OR ASPHAULTED AREAS. NO EXCEPTIONS**
- **COMPANY MUST RESTORE ANY DAMAGES OR ALTERATIONS TO ORIGINAL OR BETTER CONDITIONS. NO EXCEPTIONS**
- **COMPANY IS RESPONSIBLE TO MAKE SURE ALL THE GUIDELINES AND RESTRICTIONS ARE GIVEN OUT TO THE ENTIRE STAFF INVOLVED WHILE ON CITY PROPERTY.**
- **MUST ADHERE TO ATTACHED WRITTEN GUIDELINES AND MONITOR'S INSTRUCTIONS AND/OR PARK STAFF.**
- **NO DRIVING ON OR ACROSS ANY GRASS AREAS.**
- **COMPANY MUST NOT INTERFERE WITH FARMERS ACTIVITIES IN THE BACK ALONG DIRT ROAD OF HJELTE. NO EXCEPTIONS**
- **MAY INTERFERE WITH ON GOING ACTIVITIES ON THE FIELDS AT ANY TIME. NO EXCEPTIONS**
- **OK TO USE HJELTE DIRT PARKING LOT FOR STAGING AND PARKING.**

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- **MAY NOT BLOCK DUMPSTERS AND MUST MAINTAIN ENOUGH ACCESS TO ALLOW DUMPSTERS TO BE EMPTIED BY DEPARTMENT OF SANITATION. NO EXCEPTIONS**
- **MAY NOT USE PAVED LOT DUE TO PERMITTED GROUP AND PATRON ACTIVITIY. NO EXCEPTIONS**
- **MAY NOT BLOCK OR RESTRICT ACCESS INTO MAIN ENTRANCE OF THE PARK DURING PARK HOURS.**
- **COMPANY MUST PROVIDE GATE SECURITY AT THE MAIN GATE ENTRANCE PRIOR TO 10PM.**
- **COMPANY MUST SECURE THE PARK WHEN THE LAST VEHICLE IS OUT.**
- **SMOKING IS ONLY ALLOWED IN DESIGNATED AREAS SPECIFIED BY A PARK FILM MONITOR OR FIRE MARSHALL.**
- **IF NO MONITOR OR FIRE MARSHALL IS ASSIGNED; THERE WILL BE NO SMOKING WITH THE EXCEPTION OF AN ACTOR SMOKING WHILE PERFORMING OR A PART OF THE SCENE.**
- **THE DESIGNATED SMOKING AREA MAY NOT BE NEAR ANY PATRON ACTIVITY OR FACILITY.**
- **LARGE SAND OR WATER FILLED BUCKETS MUST BE PLACED IN THIS AREA FOR DISPOSAL OF TOBACCO PRODUCTS.**
- **THE DESIGNATED SMOKING AREA MAY BE REVOKED OR NOT ALLOWED DEPENDING ON WEATHER AND LOCATION CONDITIONS.**
- **FAILURE TO COMPLY WITH THESE SMOKING GUIDELINES MAY RESULT IN A FINE.**

F-20414 NBC UNIVERSAL “THE OFFICE”

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